

Judicial Administration Committee
Judicial Conference of Indiana

Minutes
January 12, 2001

The Judicial Administration Committee of the Judicial Conference of Indiana met at the Indiana Judicial Center in Indianapolis on Friday, January 12, 2001 from 10:00 a.m. - 1:00 p.m.

1. Members present. Scott R. Bowers; Steven M. Fleece, George J. Heid, John L. Kellam, Richard T. Payne, P. Thomas Snow, and Frances C. Gull, Chair.
2. Staff present. Jeffrey Bercovitz and Andy Straw provided the committee with staff assistance.
3. Others present. Lilia Judson, State Court Administrator's Office; and Andy Hutcherson, Indiana University Public Opinion Laboratory were also present.
4. Minutes approved. The minutes of the committee on December 7, 2000 were approved.
5. New case designations. Ms. Lilia Judson reported that beginning in January, 2002, the Supreme Court agreed to add the following case categories: Class A Felony, Class B felony, Class C Felony, Mortgage Foreclosure and Civil Collection. Murder will be added. Death penalty, Life without parole and PCR will also be added for reporting purposes, but not for weighted caseload measures. In addition, she reported that clerks will be asked to report prosecutor deferrals and prosecutor diversions as well as data for the number of pro se litigants.
6. Update Study - Judicial Weighted Caseload Measures.
 - a. Advance preparation for case file reviews. The committee members prepared a letter from the Chief Justice to be sent in advance to clerks requesting personnel to assist the I.U. Public Opinion Lab staff to find CCS entries for randomly selected closed case files. Copies of the letter will be sent to the judges in the county.
 - b. Counties and number of cases for case file reviews. Mr. Bercovitz reported that Dr. Vargus had expressed concern about the budget for this project. He reported that Mr. Jezek indicated 8 rather than 12 small counties was statistically valid number. The committee members revised the counties to be visited by the Public Opinion Lab for case file reviews: Large: Lake and Marion; Medium: Clark, Johnson, Monroe, Porter, Tippecanoe, Wayne, ~~Vigo~~ and Madison as a backup; Small: Boone, Clay (Not computerized); ~~Fayette~~, Hancock, Henry, ~~Jasper~~, Jefferson, Knox, ~~Marshall~~, Montgomery, Owen, Rush (not computerized) and ~~Wells~~. The committee agreed the number of cases to be reviewed remain unchanged: Capital Murder and Life without Parole, 20 cases; Murder, 50 cases; A Felony, 75 cases; B Felony, 100 cases; C Felony, 200 cases; Civil Plenary, 500 cases; Mortgage Foreclosure, 225 cases; Civil Collection, 225; CHINS, 100 cases; Infractions, 500 cases; Ordinance Violations, 500 cases; Delinquency, 400 cases; Termination of Parental Rights, 75 cases; Paternity, 100 cases; Domestic Relations, 500 cases; Protective Orders, 225 cases.

- c. Commonly used words and phrases. Mr. Bercovitz distributed selected portions of Colorado's Trial Court Statistical Definition and Coding Manual. The committee members agreed that action words including grant, deny, order, issue, enter, and held generally denote a judicial action, and words including paid, filing, and served do not. They approved the lists prepared by Judges Murray, Payne and Fleece as guidelines for I.U. Public Opinion Lab personnel to use when looking at judicial case files.
 - d. File Audit form. The committee agreed to use the same form for review of case files for judicial actions from the last study, with the addition of a column for the type of judicial action in the post-judgment area.
7. Next meeting. The committee agreed to meet again Friday, February 9, March 9, May 11, June 8, July 13 and August 10, 2001 from 10:00 a.m. until 4:00 p.m. at the Judicial Center.

Respectfully submitted,

Jeffrey Bercovitz, Director
Juvenile and Family Law